



KING COUNTY
EDUCATOR CONSULTANT II
(FAITH COORDINATOR)
PUBLIC HEALTH- SEATTLE & KING COUNTY
COMMUNITY BASED PUBLIC HEALTH PRACTICE & PREPAREDNESS
CHRONIC DISEASE COALITION
Hourly Rate Range: \$25.26 – \$ 32.02 (2004 rates)
Job Announcement: 05MH4971
OPEN: 2/23/05 CLOSE: 3/16/05

WHO MAY APPLY: This Term Limited Temporary (TLT) position is open to qualified candidates.

WHERE TO APPLY: Required forms and materials **must** be sent to: **Employment Services, 999 3rd Avenue, Suite 600, Seattle, WA 98104**. Applications materials must be received by 5:00 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) Contact Lorrie Alfonsi (206) 205-0932 for further inquiries. **PLEASE NOTE:** Applications not received at the location specified above may not be processed. Application materials may be faxed to (206)205-5430.

FORMS AND MATERIALS REQUIRED: [A King County application form, data sheet](#), resume and letter of interest detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: Wells Fargo Center, 999 Third Avenue, Suite 500, Seattle, WA 98104

WORK SCHEDULE: This part-time (0.5 FTE) TLT position is overtime eligible. It works a 20 hour work week; Monday through Friday; some rotating evenings and weekends.

DURATION: This Term-Limited Temporary position is benefit eligible and has an expiration date of December 31, 2007.

POSITION SUMMARY: This is a Term-Limited Temporary grant-supported Faith Coordinator position that is to work with faith communities in the STEPS intervention area, and link faith communities with the STEPS partners. This position reports to the Project Manager. The focus of this position is to coordinate and provide outreach to faith communities in the STEPS intervention areas, create linkages with STEPS partners and the faith communities, and work with STEPS partners to engage with faith communities in addressing chronic disease control and prevention.

PRIMARY JOB FUNCTIONS INCLUDE:

- Identify organizations and institutions serving faith communities in the STEPS intervention area (South Seattle, parts of South King County) as well as those faith communities outside the geographic area that serve a significant segment of the population within the STEPS intervention area,
- Create a directory of these organizations and make it available to STEPS funded projects,
- Create linkages between STEPS funded projects & staff and faith leaders,
- Coordinate and create a newsletter (quarterly) with the communications/media team for the faith communities and their leaders,

KING COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. JOB ANNOUNCEMENTS ARE AVAILABLE IN ALTERNATIVE FORMATS FOR PERSONS WITH DISABILITIES.

(206) 296-5209 JOBLINE <http://www.metrokc.gov/ohrm/psd/openings.html> Website Address (206)-296-8535 TTY

- Coordinate and create a STEPS resource fair to make available to faith groups,
- Meet with STEPS-funded projects to provide technical assistance to STEPS programs regarding outreach to faith communities,
- Promote inclusion of faith groups in years 3-5 of the STEPS project
- Provide technical assistance to faith-based groups in chronic disease control and prevention

QUALIFICATIONS:

- Knowledge of and skill in outreach/communications/technical assistance
- Knowledge of and experience with chronic disease prevention and control practices;
- Excellent oral and written communication skills and ability to work with people from diverse backgrounds and cultures;
- Excellent organizational and time-management skills;
- Demonstrated ability to work both independently and as part of a team;
- Demonstrated ability to accomplish assigned administrative tasks with a minimum of supervision or general direction;

DESIRED QUALIFICATIONS:

- Experience working with faith communities;
- Demonstrated ability to develop and implement policy initiatives;
- Possess intermediate computer skills using Outlook, PowerPoint, Excel and Word;

NECESSARY SPECIAL REQUIREMENTS:

- The selected candidate must pass a thorough background investigation.
- Employees are required to protect the privacy and security of protected health information as defined in State and Federal Law
- Employees are required to adhere to OSHA/WISHA guidelines including but not limited to completing their mandatory trainings on time.
- WA State Drivers License, or the ability to travel by other means within King County

UNION MEMBERSHIP: Local 17

SEQUENCE NUMBER: 80-8204-9315